

## **Program B: Incarceration**

Program Authorization: R.S. 15:821-840.2 and R.S. 36:401-409

### **PROGRAM DESCRIPTION**

The mission of the Incarceration Program is to provide for the custody, control, and care of adjudicated offenders through enforcement of the laws and implementation of programs designed to ensure the safety of the public, staff, and inmates.

The goals of the Incarceration Program are:

1. Maximize public safety through appropriate and effective correctional custodial and supervisory programs.
2. Provide for the safety of correctional staff and inmates by maintaining an organized and disciplined system of operations that promotes stability in the institution.
3. Ensure that basic services relating to adequate food, clothing, and shelter are provided to the inmate population.
4. Provide the maximum available bed space allowable by the State Fire Marshal, Department of Health and Hospitals, American Correctional Association requirements, budgeted resources, and good correctional practices.
5. Protect the investment by the state in the facility by providing an adequate maintenance program for all buildings and equipment and by following Division of Administration property control regulations.

The Incarceration Program encompasses all security and related costs. It also includes other services related to the custody and care of adjudicated offenders, such as the classification of inmates and related record-keeping, provision of basic necessities such as food, clothing, and laundry services for the inmate population, maintenance and support of the facility and other equipment, and Project Clean-Up. (Project Clean-Up, a cooperative effort between the Department of Public Safety and Corrections, Corrections Services, and the Department of Transportation and Development [DOTD], involves inmate crews for litter pickup and DOTD work crews for mowing and litter collection. The project is a direct result of the commitment of Governor and Mrs. Foster to improve the appearance of roads and highways across the state.) The Incarceration Program comprises approximately 69.3% of the total institution budget.

### **OBJECTIVES AND PERFORMANCE INDICATORS**

Unless otherwise indicated, all objectives are to be accomplished during or by the end of FY 2000-2001. Performance indicators are made up of two parts: name and value. The indicator name describes what is being measured. The indicator value is the numeric value or level achieved within a given measurement period. For budgeting purposes, performance indicator values are shown for the prior fiscal year, the current fiscal year, and alternative funding scenarios (continuation budget level and Executive Budget recommendation level) for the ensuing fiscal year (the fiscal year of the budget document).

**The objectives and performance indicators that appear below are associated with program funding in the Base Executive Budget for FY 2000-01. Specific information on program funding is presented in the financial sections that follow performance tables.**

1. (KEY) To prohibit escapes.

Strategic Link: This operational objective is related to the program's Strategic Objective I.1: *To prohibit escapes on an annual basis.*

LEVEL	PERFORMANCE INDICATOR NAME	PERFORMANCE INDICATOR VALUES					
		YEAREND PERFORMANCE STANDARD FY 1998-1999	ACTUAL YEAREND PERFORMANCE FY 1998-1999	ACT 10 PERFORMANCE STANDARD FY 1999-2000	EXISTING PERFORMANCE STANDARD FY 1999-2000	AT CONTINUATION BUDGET LEVEL FY 2000-2001	AT RECOMMENDED BUDGET LEVEL FY 2000-2001
K	Number of escapes	0	0	0	0	0	0

2. (KEY) To protect staff and inmates from security breaches on a 24-hour basis.

Strategic Link: This operational objective is related to Strategic Objective II.1: *To protect staff and inmates from security breaches on an annual basis.*

LEVEL	PERFORMANCE INDICATOR NAME	PERFORMANCE INDICATOR VALUES					
		YEAREND PERFORMANCE STANDARD FY 1998-1999	ACTUAL YEAREND PERFORMANCE FY 1998-1999	ACT 10 PERFORMANCE STANDARD FY 1999-2000	EXISTING PERFORMANCE STANDARD FY 1999-2000	AT CONTINUATION BUDGET LEVEL FY 2000-2001	AT RECOMMENDED BUDGET LEVEL FY 2000-2001
K	Number of inmates per corrections security officer	3.5	3.3	3.6	3.6	3.6	3.6

3. (KEY) To maintain but not exceed capacity.

Strategic Link: This operational objective is related to Strategic Objective I.1: *To maintain, but not exceed capacity on an annual basis.*

LEVEL	PERFORMANCE INDICATOR NAME	PERFORMANCE INDICATOR VALUES					
		YEAREND PERFORMANCE STANDARD FY 1998-1999	ACTUAL YEAREND PERFORMANCE FY 1998-1999	ACT 10 PERFORMANCE STANDARD FY 1999-2000	EXISTING PERFORMANCE STANDARD FY 1999-2000	AT CONTINUATION BUDGET LEVEL FY 2000-2001	AT RECOMMENDED BUDGET LEVEL FY 2000-2001
K	Capacity	1,689	1,729	1,771	1,771	1,771	1,771

**GENERAL PERFORMANCE INFORMATION: SECURITY TRENDS**

**DAVID WADE CORRECTIONAL CENTER**

<b>PERFORMANCE INDICATOR</b>	<b>PRIOR YEAR ACTUAL FY 1994-95</b>	<b>PRIOR YEAR ACTUAL FY 1995-96</b>	<b>PRIOR YEAR ACTUAL FY 1996-97</b>	<b>PRIOR YEAR ACTUAL FY 1997-98</b>	<b>PRIOR YEAR ACTUAL FY 1998-99</b>
Number of inmates per corrections officer	3.6	3.6	3.7	2.9	3.3
Number of escapes	0	3	0	1	0
Number of apprehensions	0	3	0	1	0
Number of major disturbances	0	1	0	1	1
Number of minor disturbances	44	38	28	36	33
Number of assaults - inmate on staff	23	7	6	8	10
Number of assaults - inmate on inmate	257	254	190	220	247
Number of sex offenses	139	64	51	100	148

4. (KEY) To operate a geriatric and chronic convalescent facility for male inmates as well as a diagnostic and reception center for the northern part of the state at the Forcht-Wade facility.

LEVEL	PERFORMANCE INDICATOR NAME	PERFORMANCE INDICATOR VALUES					
		YEAREND PERFORMANCE STANDARD FY 1998-1999	ACTUAL YEAREND PERFORMANCE FY 1998-1999	ACT 10 PERFORMANCE STANDARD FY 1999-2000	EXISTING PERFORMANCE STANDARD FY 1999-2000	AT CONTINUATION BUDGET LEVEL FY 2000-2001	AT RECOMMENDED BUDGET LEVEL FY 2000-2001
K	Capacity at Forcht-Wade Facility	Not applicable <sup>1</sup>	522	522	564	564	564
K	Average occupancy	Not applicable <sup>1</sup>	48	Not applicable <sup>2</sup>	70 <sup>2</sup>	185	185
K	Number of persons processed annually	Not applicable <sup>1</sup>	835	Not applicable <sup>2</sup>	936 <sup>2</sup>	3,120	3,120

<sup>1</sup> This was a new performance indicator for FY 1999-00. It did not appear under Act 19 of 1998 and has no FY 1998-99 performance standard.

<sup>2</sup> This is a new performance indicator. It did not appear under Act 19 of 1998 or Act 10 of 1999 and has no performance standards for FY 1998-99 and FY 1999-00. The value shown for existing performance standard is an estimate not a standard.

5. (SUPPORTING) To adequately maintain the state's infrastructure.

Strategic Link: This operational objective is related to Strategic Goal V: *To protect the investment by the state in the facility by providing an adequate maintenance program for all buildings and equipment and by following Division of Administration property control regulations.*

Explanatory Note: The Office of Risk Management requires state agencies to be audited annually in compliance with the state Loss Prevention Program. Agencies that do not pass 100% of the audit can be assessed a 5% increase in their risk management premiums. Those agencies that pass the audit realize a savings in current year risk management premiums.

Act 11 of the 1998 Special Legislative Session provides that: "Any agency which has undergone a loss prevention audit by the Office of Risk Management and has received certification from the Office of Risk Management as being in compliance with state law and loss prevention standards prescribed by the Office of Risk Management shall receive a credit to be applied to the agency's annual self-insured premium per line of insurance coverage, excluding the coverages for road hazards and medical malpractice, equal to five percent of the agency's total annual self-insured premium paid per line of coverage. An agency which has failed to receive certification after undergoing a loss prevention audit by the Office of Risk Management shall be liable for a penalty of five percent of the agency's total annual self-insured premium paid per line of coverage, excluding the coverages for road hazards and medical malpractice."

LEVEL	PERFORMANCE INDICATOR NAME	PERFORMANCE INDICATOR VALUES					
		YEAREND PERFORMANCE STANDARD FY 1998-1999	ACTUAL YEAREND PERFORMANCE FY 1998-1999	ACT 10 PERFORMANCE STANDARD FY 1999-2000	EXISTING PERFORMANCE STANDARD FY 1999-2000	AT CONTINUATION BUDGET LEVEL FY 2000-2001	AT RECOMMENDED BUDGET LEVEL FY 2000-2001
S	Savings resulting from successful completion of risk management audit	Not applicable <sup>1</sup>	5%	Not applicable <sup>1</sup>	5% <sup>1</sup>	5%	5%
S	Dollar amount of savings resulting from successful completion of risk management audit	Not applicable <sup>1</sup>	\$17,186	Not applicable <sup>1</sup>	\$17,186 <sup>1</sup>	\$17,186	\$17,186

<sup>1</sup> This is a new performance indicator. It did not appear under Act 19 of 1998 or Act 10 of 1999 and has no performance standards for FY 1998-99 and FY 1999-00. The value shown for existing performance standard is an estimate not a standard.

## RESOURCE ALLOCATION FOR THE PROGRAM

Incarceration						RECOMMENDED
	ACTUAL	ACT 10	EXISTING	CONTINUATION	RECOMMENDED	OVER/(UNDER)
	1998-1999	1999- 2000	1999- 2000	2000 - 2001	2000 - 2001	EXISTING
MEANS OF FINANCING:						
STATE GENERAL FUND (Direct)	\$14,980,205	\$18,460,395	\$18,504,841	\$19,270,024	\$18,169,139	(\$335,702)
STATE GENERAL FUND BY:						
Interagency Transfers	120,327	120,327	120,327	120,327	120,327	0
Fees & Self-gen. Revenues	528,353	361,859	361,859	361,859	361,859	0
Statutory Dedications	0	0	0	0	0	0
Interim Emergency Board	43,031	0	476,937	0	0	(476,937)
FEDERAL FUNDS	0	0	0	0	0	0
TOTAL MEANS OF FINANCING	<u>\$15,671,916</u>	<u>\$18,942,581</u>	<u>\$19,463,964</u>	<u>\$19,752,210</u>	<u>\$18,651,325</u>	<u>(\$812,639)</u>
EXPENDITURES & REQUEST:						
Salaries	\$10,545,821	\$12,561,862	\$12,561,862	\$13,013,843	\$12,436,668	(\$125,194)
Other Compensation	155,852	0	0	0	0	0
Related Benefits	1,498,758	1,829,159	1,829,159	1,885,545	2,004,025	174,866
Total Operating Expenses	2,891,401	3,947,793	3,947,793	4,026,782	3,831,293	(116,500)
Professional Services	16,718	0	0	0	0	0
Total Other Charges	8,260	2,820	2,820	3,540	3,540	720
Total Acq. & Major Repairs	555,106	600,947	1,122,330	822,500	375,799	(746,531)
TOTAL EXPENDITURES AND REQUEST	<u>\$15,671,916</u>	<u>\$18,942,581</u>	<u>\$19,463,964</u>	<u>\$19,752,210</u>	<u>\$18,651,325</u>	<u>(\$812,639)</u>
AUTHORIZED FULL-TIME						
EQUIVALENTS: Classified	501	519	519	519	519	0
Unclassified	0	0	0	0	0	0
TOTAL	<u>501</u>	<u>519</u>	<u>519</u>	<u>519</u>	<u>519</u>	<u>0</u>

## SOURCE OF FUNDING

This program is funded with State General Fund, Interagency Transfers and Fees and Self-generated Revenues. The Interagency Transfers are derived from the Department of Transportation and Development for security costs associated with providing inmate road crews. The Fees and Self-generated Revenues are derived from the following: (1) employee purchase of meals; (2) funds received from the Claiborne Parish Police Jury and the towns of Haynesville and Homer for reimbursement of salaries of correctional officers who supervise inmate work crews; (3) funds received from the inmate canteen to cover the administrative cost incurred in managing the inmate canteen account; (4) funds received from telephone commissions; (5) funds received from employees for housing; (6) medical co-payments required to be received from inmates for certain medical visits and prescriptions; and (7) E.A. Conway Hospital for supervision of hospital prison ward.



## ANALYSIS OF RECOMMENDATION

GENERAL FUND	TOTAL	T.O.	DESCRIPTION
<b>\$18,460,395</b>	<b>\$18,942,581</b>	<b>519</b>	<b>ACT 10 FISCAL YEAR 1999-2000</b>
			<b>BA-7 TRANSACTIONS:</b>
\$44,446	\$44,446	0	Carryforward for Acquisitions and Major Repairs
\$0	\$476,937	0	Carryforward of Interim Emergency Board funding for drilling of a new water well
<b>\$18,504,841</b>	<b>\$19,463,964</b>	<b>519</b>	<b>EXISTING OPERATING BUDGET – December 3, 1999</b>
\$264,915	\$264,915	0	Annualization of FY 1999-2000 Classified State Employees Merit Increase
\$201,552	\$201,552	0	Classified State Employees Merit Increases for FY 2000-2001
\$81,955	\$81,955	0	State Employee Retirement Rate Adjustment
\$375,799	\$375,799	0	Acquisitions & Major Repairs
(\$600,947)	(\$600,947)	0	Non-Recurring Acquisitions & Major Repairs
(\$44,446)	(\$44,446)	0	Non-Recurring Carry Forwards
\$0	(\$476,937)	0	Non-Recurring IEB's
\$292,395	\$292,395	0	Salary Base Adjustment
(\$583,045)	(\$583,045)	0	Attrition Adjustment
(\$116,500)	(\$116,500)	0	Salary Funding from Other Line Items
\$720	\$720	0	Other Adjustments - Increase Interagency Transfers with the Department of Public Safety for radio user fees
\$41,900	\$41,900	0	Other Adjustments - Allows payment of Compensatory Leave in excess of 540 hours within a calendar year
(\$250,000)	(\$250,000)	0	Other Technical Adjustments - Transfers salary funding to the Health Services Program to properly reflect funding in the appropriate program
<b>\$18,169,139</b>	<b>\$18,651,325</b>	<b>519</b>	<b>TOTAL RECOMMENDED</b>
<b>\$0</b>	<b>\$0</b>	<b>0</b>	<b>LESS GOVERNOR'S SUPPLEMENTARY RECOMMENDATIONS</b>
<b>\$18,169,139</b>	<b>\$18,651,325</b>	<b>519</b>	<b>BASE EXECUTIVE BUDGET FISCAL YEAR 2000-2001</b>
			SUPPLEMENTARY RECOMMENDATIONS CONTINGENT ON SALES TAX RENEWAL:
\$0	\$0	0	None
<b>\$0</b>	<b>\$0</b>	<b>0</b>	<b>TOTAL SUPPLEMENTARY RECOMMENDATIONS CONTINGENT ON SALES TAX RENEWAL</b>
			SUPPLEMENTARY RECOMMENDATIONS CONTINGENT ON NEW REVENUE:
\$0	\$0	0	None
<b>\$0</b>	<b>\$0</b>	<b>0</b>	<b>TOTAL SUPPLEMENTARY RECOMMENDATIONS CONTINGENT ON NEW REVENUE</b>

**\$18,169,139      \$18,651,325      519    GRAND TOTAL RECOMMENDED**

The total means of financing for this program is recommended at 101.3% of the existing operating budget. It represents 88.7% of the total request (\$22,228,498) for this program. The increase in recommended level of funding is primarily attributed to the adjustments necessary to fully fund the 519 recommended positions.

### **PROFESSIONAL SERVICES**

This program does not have funding for Professional Services for Fiscal Year 2000-2001.

### **OTHER CHARGES**

\$3,540    User fee for radio system - Department of Public Safety

**\$3,540    TOTAL INTERAGENCY TRANSFERS**

### **ACQUISITIONS AND MAJOR REPAIRS**

\$375,799    Replace five vehicles, replace radios and other security equipment; replace intercom system at David Wade Correctional Center, replace north sallyport gate, renovate air handlers and cooling units in South Kitchen, replace boxes in North Kitchen coolers and replace serving line and vent hoods in North Kitchen

**\$375,799    TOTAL ACQUISITIONS AND MAJOR REPAIRS**